

## ADVISING SHEET

### MASTER of ARTS in EDUCATION (SCHOOL PSYCHOLOGY)

#### WRITING PROFICIENCY REQUIREMENT

Graduate students classified in degree programs are expected to demonstrate/verify writing proficiency prior to being Advanced to Candidacy. Call (916) 278-6409 for more information on the WPE. Waiver forms for the WPE are available in the Graduate Center in River Front Center, Room 206, (916) 278-6470, and in the Department office in Eureka Hall, Room 316.

#### ADVANCEMENT TO CANDIDACY

An application for Advancement to Candidacy, indicating a proposed program of graduate study, should begin as soon as the classified student has: 1) been assigned an advisor; 2) removed any deficiencies or conditions on admission requirements; 3) completed at least 24 units of 200-level coursework in the graduate program with a 3.0 GPA or better; and 4) successfully met the writing proficiency requirement. Generally you should complete this form with your advisor by the end of your second semester. Advancement to Candidacy forms are available in the Department office.

#### CULMINATING REQUIREMENT – THESIS, PROJECT, OR EXAM

The culminating requirement for the M.A. is a thesis, project, or written comprehensive examination.

**\*You will need to fill out a Reservation Form (obtain from the department office) the semester prior to registering for the culminating requirement (EDS 540, 541, 249).**

**\*A new Reservation Form needs to be submitted for *each* semester you are enrolled in the culminating experience.**

**\*You will *not* be able to register for the culminating experience without being advanced to candidacy.**

**\*You should plan your schedule to complete the culminating experience *prior* to your internship year.**

#### GRADUATION APPLICATION

Please be aware that you are required to file a Graduation Application. (*Due November 1<sup>st</sup> for Fall graduation and March 1<sup>st</sup> for Spring and Summer graduation.*) These applications can be obtained from the Graduate Center (RFC 206) or the Department office (EUR-316).

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**ADVISING SHEET**

1. It is the responsibility of each student in the Master's Degree program to meet with his/her assigned advisor at the time of the program entry, and subsequently at least once each semester prior to enrollment in any courses.
2. If reservations are submitted on time, a letter will be mailed to you with the CASPER call numbers for the culminating experience and other important information.
3. It is recommended that students register for courses through CASPER (Computer Access Student Phone Registration) as opposed to CASPER Plus (late registration). This is to your benefit for two reasons: a) your chances are much better for getting the courses you want, and b) you'll avoid the \$25 late fee which is assessed if you register through CASPER Plus.